



THE SECRETARY OF TRANSPORTATION
WASHINGTON, D.C. 20590

Harassment Policy Statement May 2001

The U.S. Department of Transportation has a zero tolerance for harassment on the basis of race, color, national origin, religion, age, sex, disability, sexual orientation, or protected activity. Harassment in this context refers to unwelcome comments or conduct that is so objectively offensive as to alter the conditions of employment. It is an illegal and offensive form of discrimination that undermines professional, cooperative working relationships, and violates the law and Department policy. As Secretary of Transportation, I am fully committed to our longstanding policy that harassment must not occur, is wholly unacceptable, and will not be tolerated.

Any employee who believes that he or she has been the victim of harassment may, without fear of reprisal, use the Department's informal harassment reporting system, seek assistance of an Equal Employment Opportunity counselor, use the Equal Employment Opportunity complaint process, or contact the Department's Offices of Civil Rights. All managers and supervisors should take a strong and visible stand against any type of harassment, in order to prevent this type of conduct. Any manager or supervisor who becomes aware of such unacceptable behavior must take immediate and appropriate corrective action, and has a responsibility to ensure that harassment stops and does not recur. Violations of the law prohibiting harassment or violations of this policy will result in the initiation of appropriate disciplinary actions against offenders, up to and including dismissal.

Everyone is entitled to a work environment that is free from harassment. Prevention is the best tool we have – I ask all employees to join me in implementing and communicating this policy.

A handwritten signature in black ink, appearing to read 'Norman Y. Mineta', is positioned above the printed name.

Norman Y. Mineta